

Naples City Council

December 08, 2022

Minutes

The regularly scheduled meeting of the Naples City Council was held December 8, 2022, 7:30 p.m., at the Naples City Office, 1420 East 2850 South, Naples, Uintah County, Utah.

DATE, TIME & PLACE OF MEETING

Council members attending were Dean Baker, Robert Hall, Dan Olsen, and Kenneth Reynolds. Dennis Long and Gordon Kitchen were absent.

COUNCIL MEMBERS ATTENDING

Others attending were Troy Ostler, Doug Morrill, Scott Gray, Micheal Davis, and Nikki Kay.

OTHERS ATTENDING

Mayor Dean Baker welcomed everyone and called the meeting to order at 7:30 p.m. Mayor Baker opened the meeting with the pledge of allegiance and Dan Olsen offered the invocation.

OPENING CEREMONY

Mayor Baker presented the agenda for approval and recommended they move the audit report forward on the agenda. Robert Hall **moved** to move the audit report to just after approval of the bills and to accept the agenda. Kenneth Reynolds **seconded** the motion. The motion passed with all in attendance voting aye.

APPROVAL OF THE AGENDA

The minutes of the regular city council meeting of November 10, 2022 were presented for approval. Robert Hall **moved** to approve the minutes. Kenneth Reynolds **seconded** the motion. The motion passed with all in attendance voting in the affirmative.

MINUTES APPROVED

Mayor Baker asked if anyone had anything they wanted to follow up on from the previous meeting. Nothing was brought forward.

FOLLOW UP ITEMS FROM PREVIOUS MEETING

Nikki Kay presented the bills for payment in the amount of \$37,564.67 and asked for approval to add an additional \$2,159.85 for invoices that came in after the approval report was sent out. The total presented for approval was \$39,724.52. Robert Hall **moved** to approve the amount as presented and explained. Dan Olsen **seconded** the motion. The motion passed with the following roll call vote:

APPROVAL OF THE BILLS

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Absent
Kenneth Reynolds	Aye
Gordon Kitchen	Absent

Doug Morrill with Crossroads Accounting came to present the audit report for fiscal year end 6/30/22. Mr. Morrill stated this is an audit opinion on the financial statements. He said they do the financial statement audit, governmental audit of internal controls, and the State compliance audit. Mr. Morrill read the opinion from the report on the audit of the financial statements. He said the State changed how they want the report organized so it's in a slightly different format. Mr. Morrill reviewed the change in assets, long term liability, current liabilities, and net position. He explained the statement of net position. Mr. Morrill stated the date on the report was listed for the next day in order to give the City time to review and accept the Fraud Risk Assessment report which is part of the audit of internal controls. Mr. Morrill stated there was a finding in the report under the State compliance audit for an incorrect filing of the amounts on the Money Management Report. Mr. Morrill stated this was the end of their audit report. Robert Hall **moved** to accept the audit report. Dan Olsen **seconded** the motion. The motion passed with all voting aye.

FY 2021/2022 AUDIT REPORT

A business license application was received from **Brother Truckers, LLC** located at 2710 S 500 E. Nikki Kay stated this was a home address but the owners would only be using their home for an office and would be parking their trucks at another location outside of the City. It was recommended for approval by Dale Peterson. Kenneth Reynolds **moved** to approve the business license. Dan Olsen **seconded** the motion. The motion passed with all in attendance voting aye.

BUSINESS LICENSE APPROVAL

Council members received a copy of the Fraud Risk Assessment for their review. With no questions, Dan Olsen **moved** to accept the Fraud Risk Assessment. Robert Hall **seconded** the motion. The motion passed with all voting in the affirmative.

ACCEPTANCE OF FRAUD RISK ASSESSMENT

Micheal Davis wanted to discuss the two events the City recently hosted. Micheal reviewed the July 24th celebration and told the Council that someone else brought in the

NAPLES CITY EVENTS DISCUSSION

activities and events for that day, but that person also donated money toward the fireworks. Micheal stated the individual hoped to collect money from vendors but ended up taking a loss on the event. He wanted the Council to consider, if they want to keep the fireworks on the same scale for next year, they might need to consider putting in more money. Councilman Hall said he would rather see funds go toward the fireworks than the other activities. Mayor Baker said he felt a little push back from the Recreation District this year for the event but he felt the City contributes by making sure there are extra dumpsters and porta potties and by trying to make sure the grass is protected. Councilman Olsen said they could consider putting a little more into the budget for the event and then come back and reevaluate.

Micheal also reviewed the Tree Lighting event and thanked Dan, Ken and the Mayor for helping that night. He felt that people seemed to enjoy being inside and said they were thinking about trying to find a little stage for the elementary kids who come and sing so parents could see them a little better. It was discussed trying to open up more bays next year in the fire station and Council members commented on the lights in the lot across from the fire station and how that helped make it easier to park.

Resolution 22-345, appointment of a Deputy Recorder was presented to Council. Micheal told the Council that Gwen Harrison recently attended some training that was hosted by the Utah Municipal Clerks Association. He said there is another training coming up in March that would be for five days. Micheal explained there are certification points that can be earned by attending the training but a person would need to be a Recorder or Deputy Recorder. He said this training would help with her current duties in the Planning Commission in minutes, open meetings, etc. Councilman Reynolds said he didn't see where it would hurt. Mayor Baker said he has no problem adopting the ordinance allowing for the appointment of a deputy recorder but he is not willing to make that appointment and wants time to think about it. He said he wanted time to wrap his head around it. Kenneth Reynolds **moved** to adopt Resolution 22-345. Dan Olsen **seconded** the motion. The motion passed with the following roll call vote:

***RESOLUTION TO
APPOINT DEPUTY
RECORDER***

Robert Hall	Aye
Dan Olsen	Aye

Dennis Long	Absent
Kenneth Reynolds	Aye
Gordon Kitchen	Absent

Micheal Davis said he was approached about putting the discussion for year end employee bonuses on the agenda. He said in the past the amount has been \$350 net and it comes out of wages in each department. Robert Hall **moved** to raise it to \$450 net for this year. Dan Olsen **seconded** the motion. The motion passed with the following roll call vote:

Robert Hall	Aye
Dan Olsen	Aye
Dennis Long	Absent
Kenneth Reynolds	Aye
Gordon Kitchen	Absent

YEAR END EMPLOYEE BONUS

The 2023 annual meeting schedule and 2023 holiday schedule were presented to Council for their approval. The meeting schedule for 2023 remained the same for City Council and Planning Commission. Nikki Kay stated she sent out the holiday schedule for 2023 and Councilman Olsen asked her to include the Juneteenth holiday. Micheal explained that one of the holidays falls on a weekend this year and he stated if they accrue the eight hours for each holiday that is approved at the beginning of the year, the holiday that falls on a Saturday would allow employees to use those eight hours as flex hours for the ten-hour workdays. Robert Hall **moved** to approve the schedule and turn it over to management to figure out how to work it out. Dan Olsen **seconded** the motion. The motion passed with all in attendance voting aye.

2023 MEETING SCHEDULE AND 2023 HOLIDAY SCHEDULE

Micheal Davis wanted the Council to know he followed up on the bid for new audio equipment in the Council room and found there was no annual cost.

OTHER MATTERS OR FUTURE COUNCIL MATTERS

Micheal also stated he has been reviewing the MOU with the Chamber and said he did not have anything specific yet but would maybe recommend paying a \$3,000 membership fee and do a new contract in June. He said if the Council chose to do a new MOU with the Chamber they could pay \$14,000 annually and then pay a \$6,000 membership and that would put the City back up to the \$20,000 a year. Mayor Baker said, with the MOU, they need to make sure they have certain expectations met. Micheal said they can negotiate

that when they do the new MOU.

Micheal updated the Council on the 2000 East project. He put together a spread sheet that showed the revenue, or the original budget, in the first column, the engineer's estimate for the project in the second column, and the actual bid amount from the contractor in the third column. The handout showed what the cost would be to complete the project to 1500 South and what it would cost to extend to 1700 South. Micheal explained there was one bidder and the construction cost was \$161,000 over the original budget amount. He stated if the Council decided to extend the project to 1700 South it would be an additional \$230,000 taking the amount to be paid by the City to \$642,000. Mayor Baker said they could try and go to the CIB and request the additional amount in a grant. Councilman Hall wanted to know how likely they would be to receive it. Troy Ostler explained they recently did the same thing with Roosevelt City and were awarded a 60/40 grant with a 1/2 percent loan. Troy said the application wouldn't be submitted until February. Councilman Olsen said it might be worth a try. Councilman Hall said the actual decision is if they want to go to 1500 South or 1700 South. Micheal said that was correct. Councilman Reynolds said it would be nice to have it done to 1700 South. Councilman Hall said he would lean more toward not taking a loan and just get the project done. Micheal said they can't make a motion on this but he wanted to get an idea of how they want to proceed. The consensus was to go to 1700 South. It was noted the Council may need to convene a special meeting to award the bid to the contractor and to agree to the cost of extending the project to 1700 South. Troy Ostler stated they anticipate the contractor will start in March and hopefully finish in May or June. It was determined to set a special meeting for December 12, 2022 at 7:30 to make a motion to award the bid for the 2000 East project.

With no other business before the Council, Kenneth Reynolds **moved** to adjourn the meeting at 9:00. Robert Hall **seconded** the motion. The meeting was adjourned by all voting in favor of the motion.

MOTION TO ADJOURN

APPROVED BY COUNCIL ON THE 12th DAY OF JANUARY 2023

BY: _____

ATTEST: _____